

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES
JOB OPPORTUNITY
INTERPRETER FOR DEAF AND HEARING IMPAIRED—CV102320 AND CV102321
ADMINISTRATIVE SUPPORT SERVICES DIVISION

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public

Location: CT VALLEY HOSPITAL-ADMINISTRATIVE AND SUPPORT SERVICES-RECOVERY AND CONSUMER AFFAIRS DIVISION

Job Posting No: CV102320 AND CV102321

Hours: 1st shift: Monday – Friday, 8:00 a.m. to 4:30 p.m. (40 hours per week)

Salary: \$55,684 annually

Closing Date: July 5, 2012

Duties include: Serves as interpreter for deaf and hearing impaired persons who are in-patients and/or out-patients; provides a communication bridge between staff professionals, i.e. doctors, nurses, therapists and deaf patients; participates as a staff member in treatment and care planning of patients; accompanies patients to treatment activities and assists in facilitation of communication between staff and patient; performs related duties as required.

General Experience and Training: Experience as an interpreter in a variety of situations involving the deaf and hearing impaired.

Special Requirement: Incumbents in this class must possess a National Interpreting Certification and be a registered Interpreter with the Commission on Deaf and Hearing Impaired.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

To be considered for this position:

- **DMHAS employees who are lateral transfer candidates** (example: Mental Health Assistant 1 applying to a Mental Health Assistant 1 posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
- **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
- **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

PLEASE SEND APPLICATIONS TO:
Patricia Guire, Human Resource Associate
Connecticut Valley Hospital, P. O. Box 351, Middletown, CT 06457
Fax : (860) 262-5055 Phone : (860) 262-5855
Email : patty.guire@ct.gov

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at www.ct.gov/dmhas/employmentopportunities

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers and strongly encourage the applications of women, minorities and persons with disabilities. **P-2**